**GPSEN Coordinating Committee Meeting Minutes**

**Thursday, November 20, 2014**

**9:00 am – 11:00 am**

**CLIMB Center, Rm 102**

**1626 SE Water Avenue**

**In attendance:** Kim Smith (chair)**,** Lin Harmon-Walker, Derrik Zebrodski**,** Gary Obermeyer (notetaker)**,** Jamie Stamberger**,** LeRoy Patton**,** Bruce Podobnik (facilitator)

**Action Items:**

* Kim:
  + Post approved minutes on the website
  + Fix Word doc on group process ~ numbering is off.
  + Produce bookmarks and business cards using the six “e”s
  + Send Lin an updated list of Governance committee members
  + Check on availability of the Metro space for the Stakeholder meeting
  + Give Derrik and [news.gpsen@gmail.com](mailto:news.gpsen@gmail.com) access to listserv
  + Send Lin the proposed database chart
  + Request copies of MA theses from Cassie and Grace
* Jamie: communicate with GPSEN coordinators re: a research project on cultural competence
* Lin: send the list of higher ed folks working with sustainability education
* Gary: convene Hangout meeting for Social Media team.
* Leroy: help to articulate transitions/communication between K-12 and higher ed.
* Bruce, Lin & Kim:  investigate bank options. Check out philosophies that align with GPSEN’s mission
* Bruce: organize college student network/event.
* Derrik:  start a GPSEN Youth Network page on Facebook

**Logistics**

1. Notetaker: Gary Obermeyer and Facilitator: Bruce Podobnik
2. Minutes approved. Kim will post on website.
3. Agenda confirmed with two notations- Lin noted that she has begun work on creating a list of academic resource persons.  Jamie asked about having a formal place for the equity report.
4. Reminder about using the group dynamics and decision-making process in the meeting

**Old Business – Updates**

1. Report back on status of action items in minutes
2. Kim:
   * Has not yet had a chance to organize responses from the stakeholder survey.
   * The Executive Training document is in the Dropbox. Kim will send as an attachment.
   * Bookmark revision: There was consensus to replace “inspire" with “empower” in our slogan (making GPSEN an E6 organization).
   * The Lewis & Clark event, during AASHE, to host Chuck Hopkins, worked out well.
3. Lin:
   * As secretary, she will be keeping hard copies of documents in an archive. Docs will also be available in Dropbox.
   * Governance committee has not yet met about revising By-laws.  Working group will meet about Retreat.
4. Tax ID- bank account
   * Looking into different banks and credit unions. Capital Pacific Bank is a progressive, sustainable bank. On-Point is the former teachers’ union and is becoming a player in business development. They have a limited number of offices.  Need to check on the philosophy.   Bruce, Lin & Kim will investigate and come back to the next meeting for a vote.
   * Have not received the check from Rose yet.
5. Governance Survey was buried in the RCE E-Bulletin, right before the global conference. UNU will resend via email because they want the research.  Will get the results in time for the GPSEN retreat.
6. Social Media and Political Advocacy Guidelines- will discuss during the meeting.

**Japan Report- RCE and UNESCO Conferences (Kim)**

1. Video: [ESD: Children Speak Up!](http://www.youtube.com/watch?v=F-Wl3crN8eU)
2. Global RCE Conference- Core RCE Outcomes
   * Given that RCE Okayama was one of the first RCEs, Japan was committed to the celebration and to continuing to support RCEs.  There were welcome banners and posters on lamp posts, in the train station, etc. They went to a special effort to educate the citizens.
   * Japan and RCE guests were hospitable and generous. Kim shared treats from Japan and Russia.
   * Kim shared a Powerpoint on RCE accomplishments and highlights on the international conference.  Lin suggested adding notations to the powerpoint so folks in the future will know who was there.
   * GPSEN won a second place flagship award for civic engagement, for our Hands On Greater Portland Teamworks E4 Sustainability team.  LeRoy recommended making this a news item.
   * We will continue to work with other RCEs around the world and in our RCEs of the Americas group, including RCE Grand Rapids. Note that their WEGE prize is now national and international.
   * [Ten Years of RCEs Report](http://www.rce-network.org/portal/resources-publications-and-others)
   * [ESD Toolkit](http://www.esdtoolkit.org/)
3. International Conference on Higher Education for ESD: Higher Ed Beyond 2014. Core goals:
   * Engage across boundaries
   * The whole institution
   * Assessment
   * Transformative leadership
   * Capacity development
   * Innovative learning with the private sector, communities, and youth.
4. UNESCO’s World Conference on ESD
   * UN Decade of ESD- Core RCE Outcomes
     1. Nice summary video of highlights of decade: [Shaping the Future We Want](http://www.youtube.com/watch?v=zQ9ETC8bk70) (recommended sharing at the Stakeholder meeting and at faculty trainings)
     2. [UNESCO Decade of ESD Final Report](http://www.unesco.org/new/en/unesco-world-conference-on-esd-2014/esd-after-2014/desd-final-report/)
   * Global Action Programme for ESD
     1. [UNESCO Roadmap for Implementing the Global Action Programme on ESD](http://unesdoc.unesco.org/images/0023/002305/230514e.pdf)
     2. Priority Action Areas
        1. Policy Advocacy
        2. Whole-Institution Approaches
        3. Trainings and Capacity-Building
        4. Youth Networks
        5. Local Communities
     3. [Aichi-Nagoya Declaration on ESD](http://www.unesco.org/new/fileadmin/MULTIMEDIA/HQ/ERI/pdf/Aichi-Nagoya_Declaration_EN.pdf)
5. Questions and discussion

* Jamie suggested that the Stakeholders could talk about how to disseminate information and create projects related to the Priority Action Areas.
* Lin suggested starting a GPSEN Youth Network page on Facebook.
* Continue working on civic engagement processes. Educate, empower, engage. "We should learn that we *can* change the world,” Bernardo, ASPNet
* Bruce is planning next semester’s classes.  Would be a good time to work activities into the coursework.
* Lin can send the list of sustainability educators in higher ed institutions.
* Lin: Seems that we have to work on multiple levels, given our privileged position in the US.  Policy levels - local, state, national.   GPSEN is a regional network where as RCEs are international.  Many GPSEN members tend to be concerned primarily about local/regional issues.  Kim has funneled the international stuff down to our region - we need to figure out how to funnel it back up - perhaps integrated with the Outreach work.  Fits with the annual report process. Need a structure to distribute the work and a template for reports.
* How integrate ESD into common core?
* There’s great stuff being developed all around the world, with many publications.  We don’t have to invent everything. Replicate when possible.
* Grants are available for developing countries. Need to research eligible grants for GPSEN.
* GPSEN will post [GAP commitments](http://www.unesco.org/new/en/unesco-world-conference-on-esd-2014/esd-after-2014/global-action-programme/launching/) (Database, Youth Networks, class projects, Virtual exchange program)
* Lin suggested a GAP launch.  Could integrate with the Stakeholder Meeting.

**Governance**

1. Lin would like to hold a Governance committee meeting. Needs a confirmed list of members.
2. Action Item-  Approve privacy policy (based on Intertwine’s privacy policy)

* Questions: how do we insure mail security?
* Partner organizations agree share information on the map when they sign up.
* Need children’s privacy section? School policies? Photo waivers?
* Still needs some work (more specificity).  Committee will review, revise, and resubmit at the next meeting.

**Outreach and Communications**

1. Report
   * Status on Google calendar-Derrik demonstrated the Google Calendar, with an orientation on how to use. Social media committee members will help manage.
   * Social Media and Political Advocacy Guidelines- committee reviewed and recommended adding in more details on website, newsletter, etc.
2. Action Items:
   * The Outreach Social Media Team will meet via Hangout to discuss policies.
   * Derrik needs access to the GPSEN mailing list.  There should be a blurb in the next newsletter as well on social media and how to “like” and “follow” GPSEN. Wh0 can get Google calendars?
   * We will add NWEI’s EcoChallenge to the outreach agenda for next year.
   * Blog- Recommend using WordPress. We will hold off on setting up a blog as part of the [GPSEN.org](http://gpsen.org/) website.

**Research and Development**

1. Report:
   * Jamie is taking an online grad course in equity from the University of Wisconsin.  For her final project, she will do an empowerment assessment of GPSEN. She will invite committee members to participate in a focus group and write a report.  Her results could inform the retreat.   Kim recommended getting copies of Cassie’s and Grace’s MA reports on diversity and social sustainability.
   * Update on database status and hiring process: Traci Price has been offered Metro grant position.  There’s still some contract stuff to work out.
   * Lin is working on a list of academic scholars. She wants to add the list to the future database, with searchable expertise
   * Bruce is still interested in developing network analysis research.

**Programs and Events**

1. PSU’s Social Sustainability Colloquium on Friday, 2-4, PSU ASRC (Rec Center Building), Room 660- (Kim is presenting, LeRoy is attending - Jamie can attend most of the meeting).  They will summarize the DESD Report and treat it as a workshop on the gaps/needs related to the priority action areas in the Global Action Programme. Considerations on what we do locally and globally and how we can connect the two.
2. Stakeholder Meeting

* Thursday, December 11, 10-12 (Coordinating Committee business meeting to precede, 9-10)
* Recommended that we host it at a partner location and have Leah Schrodt, from Washington County, speak. Suggested meeting at Metro. Might host at PCC CLIMB Center.
* Discussion: Content and structure of Stakeholder meeting? Test out the content at the Colloquium

**Next Steps- Review and Complete Action Items**

1. Additional announcements

* Derrik will work on developing a GPSEN College Network. Nancy and George are developing the K-12 network. LeRoy is interested in being involved in both.

1. Review Action Items- will be posted in minutes.
2. Priorities for December meeting: bank, privacy statement
3. Host Retreat in January- Working group will meet about content and structure and will send out a Doodle poll to set up date.

**Reflection and Feedback**

LeRoy asked whether there is a library where the resources from Japan will be stored.  Kim will post materials on website and in Dropbox.

**Adjourn**